



AGENDA ITEM SUMMARY

Agenda Date

November 12, 2024

Requested Action

APPROVE RESOLUTION NO. 2024-R90: A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AND MANAGE A LEASE AGREEMENT BETWEEN THE CITY OF BOERNE AND DÉCOR IQ FOR HOLIDAY LIGHT ENHANCEMENTS, INSTALLATION, MAINTENANCE, AND REMOVAL FOR AN AMOUNT NOT TO EXCEED \$60,723.

Contact Person

Lisette Jimenez, Director of Parks and Recreation

Background Information

The Parks and Recreation Department has traditionally been responsible for the installation and maintenance of Christmas lights throughout the city. While this has created a festive atmosphere appreciated by residents and visitors alike, it has placed significant strain on the department's resources, diverting staff time from other essential tasks and projects. To ensure an improved holiday experience and relieve the Parks Department of this time-intensive responsibility, staff budgeted for a professional service agreement to install, maintain, remove, and store Christmas lights in the FY 2024-2025 budget.

This investment aims to:

- Enhance the holiday experience for residents and visitors with high-quality, professionally installed lighting.
- Include additional decorative details in response to increased holiday tourism, such as wrapping the trees at Main Plaza to their very tops, adding more decorations along Main Street and City Hall, and bringing back the Christmas trees at Heart of Boerne.
- Reduce the workload and safety impacts on the Parks and Recreation staff, allowing them to focus on other critical projects and maintenance tasks during the holiday season.
- Ensure timely installation and removal, maintaining the aesthetic appeal of the city and preventing potential delays.
- Align with our mission to deliver exceptional community services and create memorable public experiences.

Financial Impact: The total cost for the contracted service is \$60,723 and this was an approved FY25 budget item. This funding amount includes the professional installation, maintenance, and removal of

	<p>Christmas lights throughout key city locations to enhance the city's holiday display and support the Parks and Recreation Department's operational efficiency. This purchase will be made through BuyBoard, ensuring competitive pricing and efficiency.</p> <p>Staff recommends Council approval of the resolution to allow the City Manager to execute and administer the lease agreement between the City of Boerne and Décor IQ.</p>
Item Justification	<div> <div> <input type="checkbox"/> Legal/Regulatory Obligation <input type="checkbox"/> Reduce Costs <input type="checkbox"/> Increase Revenue <input checked="" type="checkbox"/> Mitigate Risk <input checked="" type="checkbox"/> Master Plan Recommendation </div> <div> <input type="checkbox"/> Infrastructure Investment <input checked="" type="checkbox"/> Customer Pull <input checked="" type="checkbox"/> Service Enhancement <input checked="" type="checkbox"/> Process Efficiency <input type="checkbox"/> Other: </div> </div>
Strategic Alignment	<p>C1: Offering quality customer experience.</p> <p>C2: Seeking customer driven feedback.</p> <p>F1: Committing to strategic, responsible, and conservative financial management.</p> <p>B3: Providing streamlined and efficient processes.</p>
Financial Considerations	<p>The \$60,723 was an approved FY25 budget item.</p>
Citizen Input/Board Review	
Legal Review	
Alternative Options	
Supporting Documents	<p>Resolution No. 2024-R90</p> <p>2024 City of Boerne Holiday Upgrades</p>